

January 11, 2016

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Minutes of the Chicopee Retirement Board special meeting held on January 11, 2016 at 2:00 p.m. in the Auditor's Conference Room.

Present: Members O'Shea, Mackechnie, Riley, Montcalm and Boronski.

The meeting was called to order at 2:00 p.m.

The first item of business is to elect a chairman of the retirement board for the year 2016. After discussion, **a motion was made by Mr. Mackechnie and seconded by Ms. Boronski to elect Mr. Timothy O'Shea as chairman of the retirement board for the year 2016. ALL IN FAVOR**

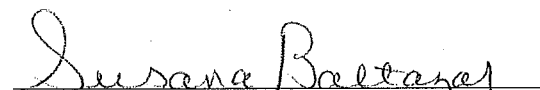
**A motion was also made by Ms. Boronski and seconded by Mr. Mailhott to elect Mr. Maxwell Mackechnie as vice-chairman of the retirement board for the year 2016. In the absence of Chairman O'Shea, Mr. Mackechnie will chair the meetings. ALL IN FAVOR**

**STAFFING-EXECUTIVE DIRECTOR:** Ms. Baltazar announced that she would be resigning effective February 26, 2016 in order to accept another position. Ms. Baltazar thanked the Chicopee Retirement Board for the opportunity to serve as the Executive Director, and to have the opportunity to assist the members and retirees of the system during her tenure at the Chicopee Retirement System. The Board thanks her for all her hard work throughout the many years of service. The Board discussed the qualifications and experience needed to fill this position, as well as the salary range to pay the selected finalist. The position will be advertised on the PERAC website and our website. Interviews will then be held with qualified applicants. **A motion was made by Ms. Boronski and seconded by Mr. Mailhott to advertise this position and have Mr. O'Shea, Ms. Riley and the Executive Director hold the interviews. They will agree on the most qualified applicant for the position of Executive Director. This person will begin at a salary between \$75,000.00 and \$83,000.00 depending on education and experience. ALL IN FAVOR**

**STAFFING-HIRING OF ASSISTANT EXECUTIVE DIRECTOR/ACCOUNTANT:** Interviews were held for the position of Assistant Executive Director/Accountant. After interviewing the qualified candidates and after discussion, **a motion was made by Mr. Mailhott and seconded by Ms. Boronski to hire Mr. Michael Pluta as the Assistant Executive Director/Accountant effective January 13, 2016. A motion was also made by Ms. Boronski and seconded by Mr. Mailhott to begin Mr. Pluta's salary at \$52,452.40. ALL IN FAVOR**

The next monthly meeting of the Board will be held on Thursday, January 14, 2016 at 2:00 p.m.

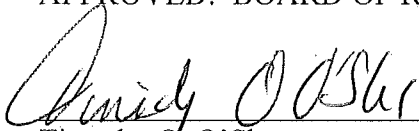
**A motion was made by Mr. Mackechnie and seconded by Mr. Mailhott to adjourn the meeting at 2:26 p.m. ALL IN FAVOR**

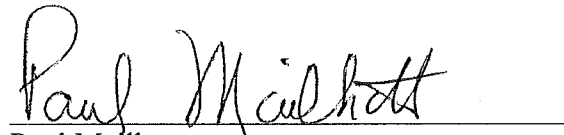
  
Susana Baltazar, Executive Director

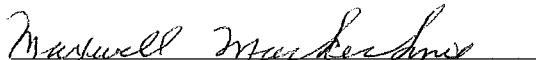
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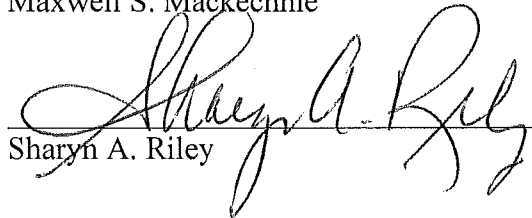
APPROVED: BOARD OF RETIREMENT

  
Timothy O. O'Shea

  
Paul Mailhott

  
Maxwell S. Mackechnie

  
Debra A. Boronski

  
Sharyn A. Riley